

NJ544.05 State Procedures

Survey Equipment

(a) General. District conservationists and engineering specialists are responsible for the care and maintenance of all survey equipment assigned to their respective offices. The responsibility for care and maintenance of survey equipment located at the State Office lies with the person to whom the equipment is assigned.

(b) Accuracy Checks.

(1) Survey instruments shall be checked at least once every year and adjusted, if necessary, according to the procedures in Engineering Field Handbook, Chapter 1. Instrument checks and adjustments will be made only by qualified service center personnel, engineering technicians, or engineers. Those instruments for which adjustment procedures are not given in the EFH will be adjusted according to the manufacturers' recommendations.

(2) When survey equipment is out of adjustment to the degree that field adjustment is not possible, or if the equipment is damaged, arrangements for repair will be made through the State Conservation Engineer.

(c) Maintenance. All survey equipment shall be inspected and cleaned at least annually. Electronic equipment such as total stations that are in frequent use should be serviced annually by a qualified vendor. Other equipment such as laser levels and conventional levels should be serviced every third year. Arrangements for servicing will be made through the State Conservation Engineer.